

**Federal Emergency Management Agency (FEMA)
Map Adoption Steps & Appeals for
Proposed Flood Elevation Determinations**

Cheshire and Sullivan Counties

Milestones

September 2004	Flood Insurance Study (FIS) and Preliminary Flood Insurance Rate Maps (FIRMs) are completed and mailed to communities for review and comment.
June 21, 22, 23, 2005	FEMA holds Community Coordination Meetings to explain what has been updated on the maps and the map adoption process.
July to August 2005	Each community sends their most current floodplain ordinance to the NH Office of Energy & Planning for compliance review.
August 5, 2005	FEMA sends a certified return receipt letter to the chief executive official (CEO) of a community informing the community of the new base flood elevations and information about the appeal process.
August 12 & 19, 2005	FEMA publishes a notice of the proposed base flood elevation determination for Cheshire County in <i>The Keene Sentinel</i> , for Sullivan County in the <i>Valley News</i> and the <i>Eagle Times</i> , and in the Federal Register.
October 2005	NH Office of Energy and Planning sends to each community sample language for the warrant articles to adopt the new maps and any necessary changes to their floodplain ordinance.
Aug 19 to Nov 17, 2005 90-Day Appeal Period*	<p>After the appeal period, FEMA issues a Letter of Final Determination, which will be sent to the community's CEO, the State Coordinating Agency, and all individual appellants.</p> <p>After the appeal period, FEMA publishes the base flood elevations in the Federal Register.</p>
Nov 2005 to May 2006 Six-Month Compliance Period	<p>Communities must adopt the new maps at a Town/Council Meeting.</p> <p>Until FEMA is informed a community is compliant (has successfully completed the adoption process), the community will receive "90-Day" and "30-Day" letters reminding them that they have those many days until the maps go effective and to adopt the new maps.</p>
May 2006	<p>FIS and FIRMs become effective, which occurs 6 months after the Letter of Final Determination.</p> <p>Any community that has not successfully completed the map adoption process by the end of the compliance period will be suspended from the National Flood Insurance Program.</p>

* See next page for more details.

Appeal Period

- The 90-day appeal period begins after the 2nd notice (August 19, 2005) is published in the local newspapers.
- An appeal must include scientific or technical data that tend to negate or contradict the proposed flood elevation findings.
- Appeals by citizens shall be submitted to the chief executive officer (CEO) of the community for review and determination if the scientific or technical grounds for an appeal warrants forwarding the appeal to FEMA.
- Any and all appeals by citizens or the community received within 90 days must be resolved, before the next step.
- The FEMA Administrator shall resolve such appeals by consultation with local officials, or by administrative hearings, or by submission of the contradictory data to an independent scientific body or appropriate Federal agency.
- After 90 days and after all appeals are resolved, FEMA will issue a Letter of Final Determination.
- Within 60 days of a Final Determination, an appeal may be filed with the U.S. District Court.